

From: [Fortson, Donald O.](#)
To: [Patillo, Shayla](#)
Subject: RE: Fresh Return Initiative Meeting
Date: Wednesday, March 23, 2022 9:17:00 AM
Attachments: [image001.png](#)

Shayla,

Thank you very much.

From: Patillo, Shayla <Patillo.Shayla@epa.gov>
Sent: Wednesday, March 23, 2022 9:14 AM
To: Fortson, Donald O. <Fortson.DonaldO@epa.gov>
Subject: RE: Fresh Return Initiative Meeting

Hi Donald,

The records contractors and I are ready to go. We have already walked the floors and identified the areas we need.

As of now, I don't need to come into the building on Thursday.



After December 31, 2022, the Federal Records Center (FRC) will no longer accept your paper records for off-site storage.

Start the heavy lifting now by getting your paper records ready for transfer to the FRC before it's too late!

Your [Records Contact](#) can help.

Shayla Patillo
Records Liaison Officer
Information Systems Management Branch
Mission Support Division
U.S. ENVIRONMENTAL PROTECTION AGENCY
61 Forsyth Street
Atlanta, GA 30303
(404) 562-8385 (voice)
(404) 562-8054 (fax)
patillo.shayla@epa.gov

From: Fortson, Donald O. <Fortson.DonaldO@epa.gov>
Sent: Wednesday, March 23, 2022 9:11 AM
To: Weeks, Sharon E. <Weeks.Sharon@epa.gov>; McBride, William <McBride.William@epa.gov>;
Williams, Patrice <williams.patrice@epa.gov>; Greene, Warren <Greene.Warren@epa.gov>; Davies,
Albert <Davies.Albert@epa.gov>
Cc: Patillo, Shayla <Patillo.Shayla@epa.gov>; Evans, Malukah <Evans.Malukah@epa.gov>
Subject: Fresh Return Initiative Meeting

One Team,

Please meet in front of the Reception Desk at 9:00 am on Thursday, March 24. 2022. Thanks!